

Governor's Prevention Advisory Council (GPAC)
Exploratory Workgroup
Friday, August 23, 2013
1:30 p.m. – 3:30 p.m.
First Floor Conference Room
1700 K Street, Sacramento, CA 95811

Meeting Summary

Attendees

Scott Berenson, Stephen Bright, Laura Colson, Dr. Michelle Famula, Lorraine Frias, Denise Galvez, Tom Herman, Ellie Jones, Ray Murillo, Paul Oliaro, Sue Ragen, Mary Strode, Steve Wirtz

Purpose

The vision, mission, and purpose statements did not motion to pass during the GPAC general meeting on July 25. The Exploratory Workgroup discussed and revised the statements as follows:

1. Vision: California is free from the problems associated with alcohol, tobacco, and other drugs (ATOD).
2. Mission: The GPAC, a statewide policy council, provides leadership and continuity to advance ATOD prevention through a common strategic agenda that will mutually benefit each member agency's efforts.
3. Purpose: To coordinate the State's strategic and integrated efforts to achieve measurable reductions in the incidence and consequences of ATOD problems.

Summary

Workgroup members revised the vision, mission and purpose statements as illustrated above. Once this task was complete, the workgroup coordinator introduced possible next steps by reviewing current documentation that included council guidelines, guiding principles, roles and responsibilities. The coordinator discussed the need for creating goals and objectives specific to the mission and purpose statements and asked if the members wanted to revise or delete current documentation or create new documentation. Basically, what do members want to keep, terminate or develop?

Workgroup members agreed to begin with goals and objectives which would guide other information such as guidelines, core values, principles and roles. To better understand the difference between a goal and objective, the workgroup reviewed the definitions from a handout provided in the June 28th meeting.

	Goal	Objective
Meaning	The purpose toward which an endeavor is directed.	Something that one's efforts or actions are intended to attain or accomplish; purpose; target.
Action	Generic action, and outcome toward which we strive	Specific action, the objective supports attainment of the associated goal.
Measure	May not be strictly measurable or tangible.	Must be measurable and tangible.
Time Frame	Long term	Mid to short term
Example	I want to achieve success in the field of genetic research and do what no one has ever done.	I want to complete this thesis on genetic research by the end of this month.

DHCS prevention staff presented a sample using underage drinking to illustrate the process of creating measurable objectives.

Problem Statement	Alcohol is the most commonly used substance among youth.
Goal	Reduce underage drinking.
Objective	By 2015, reduce the access of alcohol to youth by 5%
Strategies	Social host ordinances, increase youth programs

The group created some goals around capacity as follows:

Problem	Statewide Capacity
Goal 1	Increase capacity by improving networking opportunities. (sharing, communication, information distribution across agencies)
Goal 2	Increase opportunities for integrating collective impact
Goal 3	Develop/implement (achieve?) strategic policy initiatives

As the dialogue around goals and objectives continued, members decided that getting feedback from GPAC members would be most beneficial to proceed with this work. The coordinator will request recommendations for GPAC goals from GPAC membership. The workgroup will re-convene late September/early October to discuss the recommendations and create a forum to discuss goals and objectives at the next GPAC meeting.

Ongoing Exploratory Workgroup Roles and Responsibilities until Project Completion

The Exploratory Workgroup will

- Motion for approvals at the general GPAC meetings
- Review the meeting summary and drafts of the organizational plan and make corrections and recommendations

The Exploratory Workgroup Coordinator will

- Re-draft and re-distribute the organizational plan to the Exploratory Workgroup according to ongoing corrections and recommendations
- Coordinate Exploratory Workgroup meetings

Action Item Task List

No	Task	Assigned	Cmpltd
7	Workgroup Meeting		
6	Provide recommendations to Coordinator. All members	8/25/13	
5	Send out emails to request recommendations for goals and follow-up phone calls. LF	8/23/13	
4	Coordinate the next workgroup meeting. LF	8/23/13	
3	Coordinate the next meeting	6/28/13	8/23/13
2	GPAC Coordinators will provide Tom Herman with talking points for the GPAC meeting	6/28/13	7/18/13
1	As agreed by the Exploratory Workgroup, GPAC Coordinators will re-arrange existing GPAC information under the organizational plan.	5/2/13	6/28/13